

**DELAWARE PUBLIC SERVICE COMMISSION  
REPORT FILING REQUIREMENTS  
PSC Order No. 3283 - Rule 10  
PSC Order 4468 - Rule 3**

**REPORTS TO BE PROVIDED TO THE COMMISSION**

All persons (carriers) certificated to provide Intrastate telephone service for public use after the effective date of these Rules shall provide such information concerning Delaware operations to the Public Service Commission as the Commission may from time to time request.

- A. The accounting system to be used is the Uniform System of Accounts of the Federal Communications Commission or other uniform system of account previously approved in writing by the Chief Accountant of the Commission.
- B. All reports required by these rules to be submitted to the Commission shall be attested to by an officer or manager of the carrier, under whose direction the report is prepared, or if under trust or receivership, by the receiver or a duly authorized person, or if not incorporated, by the proprietor, manager, superintendent, or other official in charge of the carrier's operation.
- C. All periodic reports required by this Commission must be received on or before the following due dates unless otherwise specified herein, or unless good cause is demonstrated by the carrier:
  - 1. Annual reports: one hundred twenty (120) days after the end of the reported period.
  - 2. Special and additional reports: as may be prescribed by the Commission unless good cause to the contrary is demonstrated.
- D. The annual report shall include standard financial reports (balance sheet, statement of operations, supporting schedules, etc.). This report shall include (i) the same after-the-fact information that management is provided concerning the measurement of performance provided in Delaware, (ii) the information used to determine the Delaware Income Tax liability, and (iii) financial and operating information for the smallest management unit that includes Delaware. Additional information to be provided includes:

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RULE 10 (Cont'd)**

1. Intrastate revenues (net of uncollectibles) by service category:
2. Intrastate access and billing and collection cost by service category:
3. Total number of customers by service category:
4. Total intrastate minutes of use by service category:
5. Total intrastate number of calls by service category:
6. A description of service offered:
7. A description of each complaint received by service category (in the form of a single Complaints Log): and,
8. Verification of deposits, customer advances, the bond requirement and the bond with surety.

NOTE: All reports filed pursuant to the requirement of this section may be deemed to be non-public records within the contemplation of the exemption from public record status accorded by 29 Del. C. S 10002 (d)(2) for trade secrets and commercial or financial information obtained from a person which is of a privileged or confidential nature. Such reports to receive confidential treatment must be clearly and conspicuously marked on the title page as containing proprietary information. Each page with the report containing information deemed by the Company to be proprietary in nature shall be so marked.